

City Council

Agenda Preview

October 21, 2014

► Presentations

- Item 2: Proclamation Declaring the Month of November as Native American Heritage Month
 - City Council may proclaim the month of November as Native American Heritage Month, a landmark honor for America's Tribal people as it provides a platform for native people to share their culture, heritage, and contributions to our nation.
- Item 3: Certificate of Recognition for the OC Titans on their 2014 National Youth Baseball Championship
 - City Council may recognize the OC Titans for qualifying and winning one of the biggest 12-year old youth baseball tournaments in the country against the Ventura Bulldogs. Youth baseball teaches good conduct, strategy and team spirit.

► Consent Calendar

- Item 4: Certification of Warrant Register
 - City Council reviews and approves payment of City invoices. City invoices totaled approximately \$581,655 for the time period reviewed.
- Item 5: Waive Reading of Ordinances and Resolutions
 - To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- Item 6: Minutes of the Regular Meeting of the City Council Held on September 16, 2014
- Item 7: Consideration of the 2015 City Council Meeting Calendar
 - City Council will consider approving the 2015 meeting calendar which includes Council and Commission meeting dates as well as City holidays. Staff is also recommending May 12, 2015 as a potential date for the annual Budget Workshop.
- Item 8: Monthly Treasurer's Report September 2014
 - The September 2014 Treasurer's Report provides information on the City's investment portfolio. All investments are in compliance with the City's Investment Policy.

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▶ **Consent Calendar (continued)**

- ▶ **Item 9: Contract Award for Web Software, Redesign, and Hosting Services**
 - ▶ City Council may award a five-year contract to CivicPlus to redesign the following City-related websites: main City website, Lake Forest Business, Etnies Skatepark, and the City's intranet. CivicPlus will also design a unique site for the Lake Forest Sports Park, and provide hosting and maintenance services over the contract term. The goals of the project are to provide visually attractive and well-organized websites that deliver and promote important City information. The redesign would also ensure accessibility and a positive navigational experience for all users. The contract amount is \$114,446.
- ▶ **Item 10: Authorization to Apply for Orange County Transportation Authority (OCTA) Grant Funding Under the 2015 Call for Projects**
 - ▶ City Council may authorize staff to submit two applications to OCTA to obtain competitive grant funding for the Rockfield Boulevard Corridor Traffic Synchronization and the Portola Widening projects. The projects require a local minimum match to obtain approximately \$668,606 in grant funds.
- ▶ **Item 11: Bid Documents for ADA Access Ramp Improvements Phase 7**
 - ▶ City Council may approve bid documents to reconstruct 36 existing access ramps in order to be compliant with the State of California Building Code and the Federal Americans with Disabilities Act. Staff anticipates returning to Council to award a construction contract in January 2015.
- ▶ **Item 12: Consideration Regarding the Orange County Fire Authority's Request to Reaffirm the City's Support of the Second Amendment to the Joint Powers Authority Agreement**
 - ▶ In November 2013, the Council adopted a resolution amending a Joint Powers Agreement (JPA) (Second Amendment) implementing a Equity Hybrid Model. This model would address concerns raised by Irvine regarding contribution levels to the Structural Fire Fund, and essentially allows Irvine and eligible member cities to receive equity payments, phased-in over time. In August 2014, this Second Amendment was ruled invalid by the trial court. At this time, Council may adopt a resolution reaffirming their approval of the Second Amendment to the JPA.

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▶ **Consent Calendar (continued)**

- ▶ **Item 13: Construction Contract Award for Traffic Signal Installation at Rancho Parkway and Sports Park Entrance**
 - ▶ City Council may approve a \$170,169 contract with Macadee Electrical Construction to install a new traffic signal at Rancho Parkway and the Sports Park Access Road, which serves the Sports Park and the Baker Ranch development located on the opposite side of the street from the Sports Park. The construction would begin in early November and be completed by January 2015.
- ▶ **Item 14: Contract Award for Human Resources Consulting Services**
 - ▶ City Council may approve a \$90,000 contract with Ralph Andersen & Associates to conduct large-scale recurring projects such as the biennial classification and compensation study. The consultant would also be responsible for managing ad-hoc projects related to organization design, recruitments, and job audits.
- ▶ **Item 15: Award of Contract for Lake Forest Sports Park Landscape Maintenance Services**
 - ▶ City Council may award a 32-month contract to Marina Landscape beginning November 1 to maintain various areas throughout the new Sports Park including the Recreation Center, tot lots, trails, basketball courts, exercise equipment, the “Commons” lawn, and artificial turf fields. The contract amount is \$2,009,090.

▶ **Discussion**

- ▶ **Item 16: Consideration of the Order of Business on the City Council Meeting Agenda**
 - ▶ At the request of Council Member Bass, staff placed an item on a future agenda to discuss the order of the City Council Meeting Agenda. Specifically, the Council wished to discuss the potential of placing Council Member Comments immediately after Public Comments.
- ▶ **Item 17: Consideration of City Council Written Communication Policy**
 - ▶ City staff will present a revised Written Communication Policy (Policy) to include five substantive changes which the Council may choose to adopt or amend: 1) identifies instances where Social and Salutory Correspondence is permitted; 2) deletes City Staff and Commissioner references; 3) removes the requirement to copy all correspondence for every member of the City Council, regardless of addressee; 4) provides for direct Council Member access to email; and 5) reformats the Policy for ease of reading. If approved by the Council, the Policy would take effect immediately, with the exception of e-mail access, which is subject to activation of the auto-archive software solution by the end of 2014.

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► Discussion (continued)

- Item 18: Request for Appointment – League of California Cities, Association of California Cities, Orange County and/or the Orange County City Selection Committee
 - The City received an opportunity notice from the Association of California Cities, Orange County for the 2015 Board of Directors Executive Committee position of Legislative and Regulatory Committee Chair. The Candidate Statement is due on November 5. In addition, the City Selection Committee has five vacancies with a filing deadline of November 6. These vacancies are for:
 - (1) Commission to End Homelessness
 - (2) Senior Citizens Advisory Council, 5th District Representative 2
 - (3) Remote Access Network Board, Mayor Only
 - (4) Orange County Local Agency Formation Commission (LAFCO)
 - (5) Orange County Transportation Authority, 5th Supervisorial District